

PUBLIC SERVICE COMMISSION OF SC VACANCY ANNOUNCEMENT

November 22, 2004

POSITION: Attorney III

POSITION NO: 48236

SALARY RANGE: \$40,226-\$74,421

STATUS: Permanent/Full-time

LOCATION: Columbia, SC

CLASS CODE: AE30 **SLOT:** 0001

BAND: 07

HIRING RANGE: \$40,226 – \$74,421

OFFICE HOURS: 8:15-4:45 M-F

DEPARTMENT: Off of Special Assistants

DESCRIPTION OF POSITION: Draft Orders stating the Commission's decisions on various cases and draft and review various other documents as requested by the Commission and staff; represent the Commissioners on various legal matters and provide legal advice on Commission policies and procedures; respond to inquiries from staff and from the public concerning legal aspects of the Commission's duties and functions and provide information and documentation in response; and screen applications, petitions, and other pleadings and materials submitted to the Commission for compliance with statutory requirements and with the Commission's Rules and Regulations. Perform other tasks as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Extensive knowledge of the laws of South Carolina; working knowledge of the theories of legal research; ability to interpret and apply laws and judicial decisions. Incumbent needs a strong and extensive background in regulatory practices with a thorough understanding of the procedures and duties of administrative agencies; incumbent needs good communication skills and ability to explain technical matters in simplified terms; incumbent must have ability to interpret and apply federal and state law, rules and regulations pertaining to the administration and implementation of regulations.

MINIMUM TRAINING AND EXPERIENCE: A juris doctor degree or its equivalent from an accredited law school, a member of the South Carolina Bar, and two year's regulatory experience as a practicing attorney.

APPLICATION PROCESS: Interested persons meeting the required qualifications should submit a S.C. State Government Application for Employment to Carolyn C. Nelson at P. O. Drawer 11649, Columbia, SC 29211 (896-5102) no later than 4:45 p.m. on December 17, 2004.

An Equal Opportunity and Affirmative Action Employer